



Office Use Only
Pre-Application # <u>Z2015P00174</u>
Pre-Application Meeting date: <u>10/1/15 2:30p</u>
Reviewer Name <u>Ronald Connally</u>

ZONING HEARINGS PLAN REVIEW CHECKLIST

Applicant(s) name(s) Melissa Wolin, Trustee Ponce de Leon Trust

Site Location/Address 7677 Ponce de Leon Road

Folio Number(s) # 304131-009-0100

1. Are the uses permitted in the ~~current~~ or proposed zoning district?
(yes) ☐ (no) ☒ (N/A) ☐

Are all required site plan, floor plan, building elevation and landscape plans submitted?
(yes) ☐ (no) ☒ (N/A) ☐ If no, what plan is missing?

Need, at a minimum, site plan showing the proposed lot splits and dimensions.
Proposes lot frontage requires a non-use variance.

2. Does the site plan show a title block identifying the project name, location and preparer information, all dimensions measured to centerline of the streets, street designations, setback distances, spacing distances between buildings, typical and dimensions for parking stalls, width of all drives and driveways, north arrow, zoning legend, location of baby stroller and bicycle racks locations, legal description?
(yes) ☐ (no) ☒ (N/A) ☐ If no, what is missing from plans?

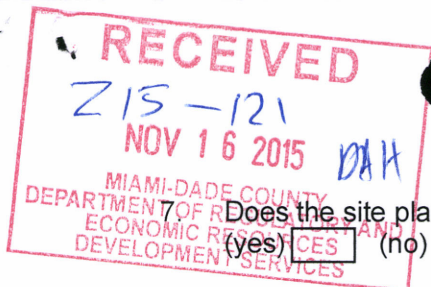
Site plan needs a zoning legend for the proposed zone, lot dimensions, r-o-w dimensions. If existing residences are to remain, must provide setback dimensions for all structures.

3. Is lot area and/or frontage meeting current zone? (yes) ☐ (no) ☒ (N/A) ☐
If no, are area and frontage variances needed? (yes) ☒ (no) ☐ (N/A) ☐

4. Are setbacks within zone requirements? (yes) ☐ or (no) ☒ (N/A) ☐
If not, are setback variances needed? (yes) ☒ (no) ☐ (N/A) ☐

5. Does the site data show the required and provided FAR and lot coverage square footage? (yes) ☐ (no) ☐ (N/A) ☒

6. Does the site data include the required and provided parking calculations for all uses on the property? (yes) ☐ (no) ☐ (N/A) ☒ If no, what is missing?



7 Does the site plan show the proposed and existing construction?
(yes) ☐ (no) ☐ (N/A) ☒ If no, what is missing?

Need a site plan. If current buildings are to remain on the site, they must be shown on the site plan.

8. Is the safe sight distance triangle shown on plan? (yes) ☐ (no) ☐ (N/A) ☒
9. Does the floor plan show dimensions of each room, the use of each room and the accessibility from one room to another? (yes) ☐ (no) ☐ (N/A) ☒ If no, what is missing?

10. Does the floor plan and elevation plan agree as to location of windows, doors, and overhead doors? (yes) ☐ (no) ☐ (N/A) ☒ If not, what is missing?

11. Does the elevation plan show the highest point of the building measured from grade? yes) ☐ or (no) ☐ (N/A) ☒

Is the height of the parapet wall shown on plan? (yes) ☐ (no) ☐ (N/A) ☒

12. If signage is a part of submittal, are the sign detail, dimension, height and setback for existing and proposed signage shown? (yes) ☐ (no) ☐ (N/A) ☒

13. Are all existing and or proposed height and type of fence/wall shown? yes) ☐ (no) ☐ (N/A) ☒

14. (a) Does the landscape plan show the landscape legend, all required lot, street and dissimilar land use buffer trees and material type and amounts? (yes) ☐ (no) ☐ (N/A) ☒ If no, what is missing?

- (b) Does the landscape plan show required greenbelt and width of same? yes) ☐ (no) ☐ (N/A) ☒

- (c) Does the legend show the height of all trees? (yes) ☐ (no) ☐ (N/A) ☒

[illegible]